

**SUPERIOR COURT OF CALIFORNIA  
COUNTY OF IMPERIAL  
939 W. Main Street  
El Centro, CA 92243**

**CHECKLIST FOR YOUR DIVORCE CASE**

Please use this checklist to keep track of the many documents in your case. Court forms are available for purchase at the clerk's window or you may print them for free from the internet at [www.courts.ca.gov/forms](http://www.courts.ca.gov/forms). Instructions: Find the item and fill in the date of filing. \*

**START YOUR CASE:**

**BEGIN YOUR FILE**

Form name	Form #	Date filed by P	Date filed by R
Summons	FL-110		N/A
Petition and any attachments	FL-100		
Declaration under Uniform Child Custody and Jurisdiction Enforcement Act**	FL-105		

**DISCUSS PROPERTY**

Form Name	Form#	Date filed by P	Date filed by R
Declaration of Disclosure - Preliminary	FL-140		
Schedule of Assets and Debts	FL-142		
Income & Expense Declaration	FL-150		
Property Declaration - Separate**	FL-160		
Property Declaration - Community**	FL-160		

**SERVE THE OTHER PARTY**

Form Name	Form#	Date filed by P	Date filed by R
Proof of Service of Summons	FL-115		N/A
Declaration Regarding Service of Declaration of Disclosure - Preliminary	FL-141		

**AFTER SERVICE**

Form Name	Form #	Date filed by P	Date filed by R
Request to Enter Default (If no Response within 30 days)	FL-165		N/A
Response and any attachments, forms for children and property as above.	FL-120	N/A	
Case Management Questionnaire & attendance at Conference	Local Form		

Your name: \_\_\_\_\_

Are you the ☐ Petitioner (P) or ☐ Respondent (R)?

Your case number: \_\_\_\_\_

Always bring a complete copy of your court case and this check list when you come to court to discuss your case.

**FINISH YOUR CASE:**

**PREPARE YOUR JUDGMENT**

Form Name	Form #	Date filed by P	Date filed by R
Declaration of Disclosure – Final	FL-140		
Declaration for Default or Uncontested Judgment	FL-170		
Judgment and any attachments or Marital Settlement Agreement**	FL-180		
Notice of Entry	FL-190		
Child Support Case Registry **	FL-191		
Notice of Rights and Responsibilities**	FL-192		

**OR PREPARE FOR TRIAL**

Form Name	Form #	Date filed by P	Date filed by R
Trial Brief	FL-08		
Declaration of Disclosure – Final	FL-140		
Declaration Regarding Service of Declaration of Disclosure, Final	FL-141		
Schedule of Assets and Debts	FL-142		
Income & Expense Declaration	FL-150		
Property Declaration - Separate**	FL-160		
Property Declaration - Community**	FL-160		

\* You must serve the other party a copy of any document you file and complete a proof of service. This list is basic, you may need more forms and more steps. If you need support, visitation, or other orders while your case is open, you may file a Request for Order.

\*\* If applicable.